

HCVP Landlord Information

1202 N. Sixth St. | [Click here for map](#) [1]

There is a great need for affordable housing in Longview. Over recent years the program has increased, but that has been more than offset by a growing number of applicants on the waiting list. Landlord benefits for participating in HCVP include the following:

- Providing affordable housing to Longview families
- Guaranteed rent check for a portion of the rent
- Free advertising of available properties on LHA Bulletin Board
- Free annual HQS Inspection of units
- Market rents for properties

Responsibilities of LHA, Owner and Assisted Families

The HCVP depends on a cooperative relationship between the Housing Authority, the assisted family and the property/manager. The program is designed to maintain the regular owner and tenant relationship. The LHA's purpose is to subsidize low-income family rents - all other aspects of the lease agreement must be resolved between the landlord and the tenant. The following summarizes the responsibilities of each:

Housing Authority's Responsibilities

- Review all applicants to determine families' eligibility for the program
- Explain rules of the program to families and property owners/managers
- Issue Housing Choice Voucher to families
- Inspect assisted units for compliance with housing quality standards (HQS)
- Approve unit, owner and lease
- Provide housing assistance payments to owner in a timely manner
- Re-examine family's income and composition annually and adjust and process changes in rent portions when warranted by income or family composition changes
- Ensure that owners and families comply with program rules
- Provide prompt, professional service to owners and tenant families

Owner Responsibilities

- Thoroughly screen and interview prospective tenant families
- Maintain property by making necessary repairs in a timely manner
- Collect application fees, security deposits and tenant's monthly rent
- Manage property and enforce the lease
- Comply with terms of Housing Assistance Payment (HAP) Contract and Tenancy Addendum
- Notify Longview Housing Authority (LHA) if a tenant vacates the unit and return those assistance payments received after a family vacates.
- Notify LHA of any owner change immediately so that payments to avoid delays in payments to the new landlord

Family Responsibilities

- Provide LHA with complete and accurate information pertaining to the family income and composition
- Report changes in income and family composition throughout the year
- Locate a suitable unit and pay security deposit and application fee to the owner
- Attend scheduled appointments and return documents on time
- Maintain the property and repair damages beyond normal wear
- Comply with the terms of the lease
- Pay portion of rent on time to the owner
- Comply with all family obligations under the HCVP

For more information call: 903-237-1235 | [Contact Us](#) [2]

Source URL: <http://housing.longviewtexas.gov/hcvp-landlord-info>

Links:

- [1] http://www.google.com/maps?f=q&source=s_q&hl=en&geocode=&q=1202+N.+Sixth+St.+longview,+tx&sll=32.494579,-94.73927&sspn=0.008398,0.01929&ie=UTF8&hq=&hnear=1202+N+6th+St,+Longview,+Gregg,+Texas+75601&z=16
- [2] <http://housing.longviewtexas.gov/services-contact#LHA@LongviewTexas.gov>